

REPORT TO THE COUNTY EXECUTIVE THIRD QUARTER, 2010

RECREATION & ADMINISTRATIVE SERVICES

The Recreation and Administrative Services Department submits the following report for the 3rd quarter of 2010:

- Interviewed candidates for the two Region 3 Homeland Security Solution Area Planner positions.
- Met with representatives of the Humane Society to discuss concerns with Animal Control.
- Met with ISD staff regarding Precovery to MS Project and GroupWise 8 transition.
- Attended the groundbreaking ceremony for the addition of campsites and updates to Pinconning Park.
- Met to discuss mail handling procedures and piloted stamps.com with staff on the fourth floor.
- Met with Finance staff and Resilient-C consultant regarding MUNIS Project Grant Accounting.
- Met with MSP-EMHSD 3rd District Coordinator, Lt. Speary to review metrics developed for measuring our progress with the Regional Homeland Security Strategy Plan.
- Met with VIO POINT representative to discuss IT security and HIPPA regulations.
- Participated in a conference call with Ghaith v. Bay County regarding e-discovery of e-mail records.
- Participated in a phone interview with a U.S. Naval Academy Masters candidate to discuss my duties at a local level involving Homeland Security, as part of his graduate research.
- Met with Housing staff and Corp. Counsel to discuss and review a few individual cases.
- Met with 9-1-1 Director and ISD Director regarding the iSeries upgrade, CAD upgrade, etc.
- Met with new Solution Area Planners for contract signing, orientation.
- Met with Spicer Group Consultant and other staff to discuss the Pinconning Park land acquisition.
- Participated in the United State Coast Guard "Spiller Thriller" table top exercise held at the Bay City Doubletree, as PIO and Assistant County Executive.

- Met with Netsource One & 9-1-1 Director regarding disaster recovery plans.
- Attended an employee recognition event for Rick Pabalis & Brent Goik at the MI Loons baseball game, held at the pre game by MI Works as part of the MVP Program.
- Attended the quarterly Homeland Security Advisory Council (HSAC) meeting in Lansing.
- Attended the United Way Labor Breakfast.
- Participated in a conference call with Michigan State Police regarding Information Sharing Environment.
- Met with County Auditor at her request regarding Homeland Security findings.
- Continued with the ISD user group meetings, and bi-weekly direct report staff division update meetings.
- Met with Civic Arena staff and Finance regarding Civic Arena's advertisement budget.
- Assisted with preparation of the 2011 Executive-recommended budget for Bay County.
- Worked with Animal Control Manager on placing two billboards regarding spay/neuter in the community using restricting breach adoption funds.
- Worked with Buildings & Grounds Superintendent and Spicer Group on the MI Land Trust Fund development grant for Pinconning Park.
- Worked with Clubhouse & Recreation Supervisor on financials at Civic Arena, Golf Course, and Community Center; recreation & pool issues; golf cart acquisition.
- Attended developmental meetings regarding the placement of delinquent tax information on the county web site; Copier/Scanner; Bay 3TV partnership meetings; Department Directors; Quadrant; Tyler MUNIS Committee meetings; Incident Management Team meetings; Homeland Security Team meetings; Region 3 Homeland Security Grant Board; R3HSPB Committee meetings; Recreation staff meetings; Recreation and Administrative Service Staff meetings, and RAS division head meetings.

Animal Control

Shelter Animals

- Animal intake 754 cats, 434 dogs, and 7 other species. The third quarter animal intake was 1195 animals.
- 67 cats, 156 dogs, and 7 other species were adopted. Total adoptions from the shelter were 230.
- 676 cats and 203 dogs were euthanized.
- 11 cats and 75 dogs were claimed by their owners.

Compared to the second quarter of 2010, the shelter has experienced an increase of 399 animals for the third quarter.

Field Activities

- 1863 field calls resulted in field activities. The following calls represent the majority of complaints.
- 39 of those calls were after hour calls.
- 487 calls were for loose and aggressive dogs.
- 155 were barking complaints.
- 155 were cruelty (check animal welfare/condition) concerns.
- 323 calls were in regards to loose dogs.
- 68 calls were sick or injured animal reports.
- 375 loose & impounded animals,

The shelter experienced an increase of 563 field calls from the second quarter of this year.

- We are continuing to place our adoptable animals on the Bay 3 TV, Petfinders.com, the Bay County website, and the Bay City Times. We are working with the Bay County Humane Society to feature shelter animals for family pets. The Moose, 94.5 fm, came out on July 10th & 24th for 2 hours featuring various animals at the shelter and the Humane Society have made special packets to be given out to each animal that has been adopted out of the shelter also. We had a total of 115 animals adopted during the period of June 1st thru August 5th.
- The officers have remodeled one of our visiting rooms into a cat play room. The room was opened to the public on September 29th. We have been placing several cats in the play room so the general public can visit with them and see how they react to the people. We have had 3 cats adopted, in less than a week, due to the new room.
- Mr. Halstead has had two billboards strategically placed, one on the Truman Parkway and it is seen by the traffic coming across the bridge from the eastside to the westside of town. The other is placed on Lafayette near Gilroy's. We are hoping the billboards will help encourage people to have their animals spayed or neutered, so that in turn it will help cut down on the population of unwanted animals.

Buildings & Grounds

- Adult Foster Home, Zielinski Rd., Auburn – total tear off & installation of new shingled roof;
- County Bldg. Smoke Shack – tore down and re-built new;
- Adult Foster Home, Bangor Rd., Bay City – new exterior door replaced;
- County Bldg. ground floor entrance stairs re-padded;
- Foreclosed homes (21) lawns maintained;
- Pinconning Park- 6 campsites developed-tree removal, stone fill added for trailer park, black dirt spread for picnic tables & fire rings added;
- Pinconning Park- brushed & cleared out several hundred feet of trails;
- Repainted back hallway at Judicial Court & Court Room #2;
- Multi-Purpose Grants & LED Quotes documented & awarded;
- LED lights installed at several County facilities;
- County Bldg. break room and GREAT room all painted;
- 911- big screen TV's mounted and wired;
- Civic Arena washer & dryer installed;
- Health Dept. several people moved from different offices;
- Entire LEC exterior bldg. power washed & cleaned;

- Fairgrounds- Ecco-foam was installed at west end of horse barns- entire area excavated, used front-end loader to move clay formed dirt, hand removed clay around posts, spread sand by hand, saw cut & hand placed all foam boards;
- Fairgrounds- Horse barn fences & doors were repaired;
- Parking lot striping: Juv. Home, 2nd St. lot, Fairgrounds-all lots, Sheriff's lot, Euclid Linear Park lot, East lot Court Facility;
- Civic Arena construction of brackets for heating unit;
- County Bldg.- front steps reconstructed;
- Switched out 2 large ovens and 10-burner stove from Com Center – DOA;
- Community Center pool winterized;
- 911-Conference Room & Secretary's office painted;
- Court Room #2 – repainted;

Housing Rehabilitation

- Submitted final grant documents needed by MSHDA for the CDBG grant before the final award.
- Prepared an information letter to submit to the Board requesting that the Bay County Housing Rehabilitation program be allowed to offer Property Improvement Program (PIP) Plus funds. These are additional funds available to homeowners in Bay County who need assistance in home rehabilitation
- Attended Homeowner Rehabilitation Training offered by MSHDA in Gaylord Michigan on August 24, 2010.
- Investigated additional grant opportunities for the program

Information Systems Division

Departmental Projects/Technical Projects

- The hiring of the open Senior Technical Coordinator will take place in the fourth quarter of 2010.
- Three major long term proposed resolutions were presented to the Ways and Means Committee and passed by the full Board in the third quarter of 2010. Each will be taken individually.
 - Disaster Recovery Services: With the selection of Net Source One for Bay County DR services the Board of Commissioners approved the selection and final preparation of setting the required connectivity and hardware components are taking place in the fourth quarter of 2010. The goal is to have these services in place on the first day of the month of December, 2010.
 - Broad Band usage of the SVSU: Memo of Agreement with Bay Arenac ISD has been presented and approved by the Board. These services are cost free to Bay County and will be in place upon the completion of the disaster recovery process at Net Source One. The agreement is for a three year period with renewal available after the three year time frame is completed.
 - iSeries Operating system upgrade: The Board approved a proposal to upgrade the current iSeries model 520 located in the Central Dispatch data center to release level 6.1. The release will be applied to the individual LPARS (Central Dispatch/9-1-1 and County processing). A new used machine that is the same

model number of the current iSeries will replace the outdated 270 which resides in the Data Center on the 8th floor of the County building for redundancy.

- TYLER MUNIS financial systems:
 - Ongoing resolution of outstanding issues are taken place. With the maintenance upgrade to release 8.2 from the current release level of 7.3 the number of these outstanding issues will come to closure due to the fact that release 8.2 addressed numerous issues reported.
 - The process of budget prep for 2011 has been completed and the Information Systems Division has completed the budget entries for 2011.
 - The asset management module of MUNIS has been installed and the conversion of the asset values stored on the iSeries has been created and sent to MUNIS for file conversion to their asset management module. Upon a 100% clean conversion the asset management module from MUNIS will be in full functionality.
 - The Fleet and Facility application is ongoing. Some of the components of the Fleet and Facility will be used in conjunction with the asset management module of MUNIS.
 - The self service module of the online vendor access is ready for release to the vendors and a selected number of vendors have been identified for the initial roll out of this web based solution. that supply Bay County with supplies and other necessary purchasing items.
 - Tyler Content Manager will be implemented with the release of 8.2 in the very first part of the fourth quarter, 2010.
- The Help Desk has reported 139 current open work orders and projects. During the third quarter 900 work orders were opened. A total of 941 work orders have been closed in the third quarter. The total number of work orders include approximately 40 projects that have a duration for completion beyond the standard allotted time frame for the closure of open tickets.
- The training and rollout of Group Wise 8.0 will be completed in the fourth quarter of 2010. To date approximately 65% of the current GroupWise users have been on 8.0 with the remaining 6.5 release migrating to 8.0 in the early part of fourth quarter, 2010.
- Mitchell and McCormick health department software has been placed in a go-live state and the Health department has been utilizing this software since July of 2010 with minimal issues and problems. Continue education and usage of the modules will continue in the fourth quarter of 2010.
- Prosecutor attorney's office has NET ARMS installed on all of their desktops and laptops. In addition, the Cherry LAN storage solution has been in place and is being utilized by the prosecutor's staff.
- The user group process has been in review with the internal ISD personnel to present security findings and other solutions to the members of the user group in the fourth quarter of 2010.

Purchasing

Bids Prepared:

- Center Ridge Arms CCTV & Lighting

Bids Awarded:

- Solution Area Planner
- County Building Chiller
- Fairgrounds Lighting

Bids Released:

- Fairgrounds Lighting
- Civic Arena Vertical Axis Turbine
- County Building Chiller
- Juvenile Home Wind Turbine
- LEC Lighting
- Homeland Security – Genesee County Generator

Other Items:

- Attended various meetings regarding the above RFP's/RFQ's
- Prepared Journal Entries for credit card allocation
- Presented the final version of the Vendor Self Serve module beginning trial period
- Coordinated and participated in a test of the Stamps.com program
- Attended the Michigan Public Purchasing Officers Conference in East Lansing
- Met with Verizon Wireless & ISD to review tech solutions
- Held quarterly meeting with Verizon Wireless
- Worked with Animal Control reviewing Veterinary pricing submissions

Participated in webinars relating to:

- Upgrading the Munis system
- P-Card's

Attended training sessions:

- CherryLan
- Safety Captains

Recreation

Golf Course

- The 2010 season is coming to a close. The economy has affected everyone and the amount of disposable income in most households. We have been quite fortunate in increasing our total revenue in some troubling times. As of Oct 8th our overall revenue is \$8,000 higher than year ending 2009. With just a little help from mother nature we could have a very productive conclusion to our season. Estimates show that our overall revenue will be in the neighborhood of \$25,000 to \$30,000 more than last year.

- A big part of this revenue increase starts with our specials and bringing people to the golf course. We are filling tee times that have been vacant in the past. Our specials have been a large contributor to that. Our tournament play has proven successful again in 2010 with an increase in participation in our annual County Tournament which was another success this year.
- Our group business was at an all time high this season in the amount of outings that we held. The number of players of each outing seemed down from history, but the additional outings put our total participation up as a whole.
- Our league play has again been our staple and large factor to our overall revenue. As a matter of fact we picked up a couple of smaller leagues in addition to our existing leagues that brought in additional dollars. In helping the bottom line these additional players caused a problem to our facility by not having enough golf carts to provide on a given league night. The immediate solution was to lease an additional 10 golf carts from a third party vendor to accommodate our needs for this season. The purchase of additional carts are in talks and will be brought up again in the off season. These additional carts will prove to be providing us with additional revenue without having to lease these on a yearly basis.
- All in all we are very happy with the 2010 season and are in the process of forecasting for 2011. If we continue on our current path we will be in great shape for years to come.

Civic Arena

- The Civic Arena is beginning to head into its busiest season beginning now through March of 2011. The summer months for the Civic Arena are historically the down time for the facility. However in this down time our Adult Leagues have flourished. This summer session we had 24 adult league teams up from 18 last year. We also had 20 high school teams that skated in the summer session. 44 total teams is a good number for the summer session.
- Overall revenue is down from last year, however not totally out of line. The major reason for the decrease in revenue was the ice time of the Bay County Hockey Association. The Bay County Hockey Association which runs separate of our facility, is a major user group for us, but made a substantial change that affected the number of hours of ice they rented from us. With their numbers dropping they decided to go with three teams on the ice at one time rather than the historical two teams. This led to less ice time that was being rented from. A model they tried and was not totally successful with are adjusting for 2011 which should bring ice rental hours back in line.
- We are continuing to bring in dry floor events to bring to the facility. Kelly Duhaine who is working for the Bangor DDA as a part time promoter has some solid leads for events and we are waiting for a commitment from those possibilities. Again in a troubling economy many groups are hesitant to spend money. We are going to continue to pursue these events and add to our existing schedule.
- We are excited for the upcoming season and what it has to offer. The booked ice for this season looks promising and we are continuing to look for ways to bridge the gap to better the bottom line.

Community Center

- The Community Center's summer recreation program was another success this season. After last year's budget cuts the community center was forced to cut the program by 30% going from 10 weeks to 7 and ½ weeks and increase the cost from \$80 to \$95 per child. The increase in cost was accepted by our participants, because they stressed the quality of the program far outweighed the price. We had nothing but positive comments from those who participated or heard about the program.
- The pool had a solid year with the help of the weather and some marketing to attract swimmers. With last year's budget cuts the pool was forced to make some changes to accommodate. The pool was closed on Mondays and Tuesdays to cut expenses and the hours changed to be open later in the morning allowing it to be open later in the evening with the hopes of attracting people after work.
- Along with the changes we tried to promote the pool much more than in years past. We worked with Citadel Broadcasting to help us gain some exposure. With some on air hits on WIOG we also featured 3 nights with WIOG where the Street team came to the pool to bring people in. It was a good marketing tool that got the word out and attracted some swimmers.
- We want to continue the use of the pool and hope to bring more people out next season. The Community Center is gearing up for Basketball and Volleyball season in the near future. We are anxious to see the numbers from these respective groups.

Region 3 Homeland Security

- The Region 3 Homeland Security Planning Board (R3HSPSB) is meeting on a monthly basis. The main goal has been to purchase equipment that the R3HSPB has prioritized. We have purchased equipment for Communications, First Responder Safety and Critical Infrastructure Protection.
- The FY 07 SHSP & LETPP grant is extended to 10/29/2010. Monies have been expended for Planning, Exercise/Training and Equipment. Allowable Cost Justifications forms (ACJ's) were submitted & approved. DHS has requested EHPSM (Environmental & Historic Preservation Screening Memos) for most projects and we are submitting them as the information is provided.
- The PSIC grant is moving forward. The contract for the Bay County tower was awarded and work has begun. The CAD project for Huron/Tuscola has received an approved EHPSM.
- The FY08 Interoperable Emergency Communications Grant ended 8/31/10.
- The FY08 HSGP for \$3,485,750 and the FY08 CCP for \$67,234 have been allocated by the committees and the R3HSPB and MSP/EMHSD have approved Project Justifications. ACJ's are being submitted to the MSP/EMHSD for approval.
- The FY09 HSGP is for \$3,376,729 and the FY09 CCP is for \$41,523. The R3HSPB allocated these monies to the committees and Project Justifications have been submitted to and approved by MSP/EMHSD.

- Bay County is acting fiduciary for the FY2009 Interoperable Emergency Communications Grant in the amount of \$104,010.
- The FY10 HSGP is for \$3,148,167, the FY10 IECGP is for \$93,543. The agreements for these grants have not yet been received.

CORPORATION COUNSEL

- During the third quarter of 2010, the Department of Corporation Counsel/Risk Management continued to draft and review various agreements. With the County continuing as fiduciary, the Department provided supportive services to the Region 3 Homeland Security Board by reviewing grants, bids and agreements for transfer of ownership of various equipment and projects.
- An amendment to the Bay County Employees' Retirement Ordinance updating the IRS qualification was drafted, and put before the County Commission.
- The number of Freedom of Information Act requests increased during this quarter and the Department handled one appeal of a denial

CRIMINAL DEFENSE

No Report Submitted.

ENVIRONMENTAL AFFAIRS & COMMUNITY DEVELOPMENT

Director's Report

Community/Economic Development

- Reviewed and helped finalize the template of the new website MiGreatBay.com for the SBCI Tourism Workgroup. The website will host environmental and economic activities, sites, and a calendar of events in the Saginaw Bay area for the communities of Iosco, Arenac, Bay, Tuscola, and Huron. This effort is being coordinated with the Natural Resource Conservation Service (Jim Hergot) and the Great lakes Bay Regional Convention and Visitors Bureau.
- Provided technical guidance for the development of the new Gypsy Moth/Emerald Ash Borer Program Work Plan and treatment methodology as the program transitions into an active treatment phase of EAB on publically owned properties, with the County Golf Course being a top priority. Ensured concurrence by the GM Advisory Committee and coordination with the City of Bay City Urban Forestry unit.
- Assisted in set up of the Great Lakes water resource conservation themed "Green Village" in conjunction with the Tall Ships Festival focused on environmental stewardship with funding from the Healing Our Waters Coalition and Saginaw Bay Watershed Initiative.
- Received notice of Approval of the Aeronautical Permit for the top of the tower and aircraft that I prepared for the radio tower on top of the County Building. Provided notice

to and coordination with the 911 Director.

- Upon invitation, presented Saginaw Bay and Great Lakes information to Comerica Bank executives at their resource Stewardship meeting; proposing greater bank involvement in environmental quality upgrades (possibly residential septic system improvements) and improvements through creative financing and investment.
- Received de-briefing from US EPA on the Septic Investigation and Revolving Loan Proposal prepared by EA&CD and submitted on behalf of Bay, Arenac, Tuscola and Huron Counties. The proposal was not funded due to EPA criteria not considering septic system restoration possible within 3 year time frame.
- In conjunction with the CSO Work Group, received critical wastewater discharge quality data for inclusion into the SBCI CSO public educational presentation underdevelopment. This was a key piece of information needed for the public's understanding of factual conditions of CSO discharges. Began necessary review of data for plain English summary and presentation.
- Began discussions of need and preparation of first draft of SBCI 'successes' document working with DNRE Office of the Great Lakes. Review 1st draft.
- Participated in the review of the Kawkawlin River Watershed Management Plan and other focused projects on the Kawkawlin including a proposal to pilot the feasibility of identifying failing septic systems using infrared thermal imaging to be conducted during fall/winter 2010.
- Upon request met with Kawkawlin Township Supervisor at Bressette beach to review emergency access routes for evacuation needs, coordinated with Chris Izworkski for Emergency Planning and provide assistance to Kawkawlin for further coordination with DNRE for possible land acquisitions.
- Began preparation and coordination of the grant proposal to US Fish and Wildlife for Phragmites control at Pinconning Park.
- Assisted in the preparation of SBCI grant proposal for administration and permitting and land use issues pertaining to Phragmites control along the Saginaw Bay shoreline. Proposal submitted/signed by Partnership for Saginaw Bay.
- Prepared grant application to the Bay Area Community Foundation for additional funding to make up the costs of the LED equipment cost share needs.
- Continued exploration of possible funding options to develop prototype of near shore water skimmer/muck removal equipment on area beaches. Possible use of DNRE grant funds (\$15K) with further coordination and buy-in from DNRE.
- Assisted in the promotion of the Bangor Township's Green team and the Saginaw Land Conservancy's community wide Rain Barrel event(s) to help reduce sedimentation, combined sewage overflows, and conserve water use.
- Prepared contractual documentation for initiating efforts on the Regional Energy Conservation Strategy

- Requested revisions to the DELEG reporting forms and amendment/clarifications to the Scope of Work.
- Promoted and participated in the Lake Huron Partners meeting in Lansing to further advance solutions to multiple Saginaw Bay issues.
- Prepared and submitted \$400,000 grant request to the DNRE for Nonpoint Pollution addressing the Septic Investigation and Replacement Proposal, in conjunction with the communities of Arenac, Bay, Tuscola, and Huron.
- More active Emerald Ash Borer treatment.
- Participated in three (3) Agribusiness Subcommittee Council Meetings comprised of local ag-industry, local government, economic and environmental representatives to actively promote the importance and value of agriculture to our local economy. The meetings were held on July 9th, July 16th and July 30th.
- Reported several periods of significant GroupWise slow downs impacting productivity and communication on various community initiatives.
- Held a Michigan State Rail Plan Meeting on September 17th to discuss the coming changes to the rail plan.

Environmental Affairs

- Received notice of Grant Award: U.S. Fish and Wildlife \$22,000 for Phragmites Grant was awarded to Bay County for Pinconning Park.
- Received Notice of Grant Award: Bay Area Community Foundation awarded \$10,000 Grant to Bay County for the LED Project.
- Extensive coordination provided with DELEG for amendments and reporting issues, along with reporting updates for the two Energy Efficiency Community Development Block Grants. (EECDBG).
- Participated in three (3) monthly (evening) Citizens Advisory Group (CAG) meeting as a community representative (not Bay County) from Bay City. The meetings were held on July 19th, August 16th and September 20th.
- Held an Environmental Affairs & Community Development Department Division Head Staff Meeting/Breakfast on July 12, 2010.
- Submitted Environmental Affairs & Community Development Department 2011 Budget on July 20, 2010.
- Continued to participate in the WIN 3rd Thursday Meetings. The meetings were held on July 15th, August 19th and September 16th.

Geographic Information System (GIS) (D. Westbury / D. Englehardt)

- Worked towards obtaining Aerial Photography in 2010

- Assisted Equalization Department in Updating and completion of the 2010 GIS Parcel Database
- Updated or enhanced various GIS data layer including Business data, Zoning, roads, elevation, flood plains, etc.
- Developed a database of addressing errors and other addressing issues in the county
- Misc. GIS map requests - Environmental Affairs & Community Development,, Board of Commissioners, County Executive, Administrative Services, Saginaw Basin Land Convergence, Tall Ships, various public requests
- GIS Tech Support for: Equalization, Drain Office, Health Department, Gypsy Moth, Emergency Services, Townships, Cities, 9-1-1 and others
- Continued to pursue the merging of the Bay County Tax Query System and the Bay County Property Access System into one cohesive system
- Worked with Bay County Emergency Management to finalize the Hazard Mitigation Plan
- Coordinated a demonstration of the Pictometry software and digital imagery product

Gypsy Moth Program (A. Wallace)

- **Emerald Ash Borer:**
Emerald Ash Borer (EAB) exit holes were found in trees around the County Building Parking lot on June 30, 2010 prompting the Gypsy Moth Advisory Committee and program staff to update the EAB Management Guidelines to include the treatment of publicly owned ash trees. New pesticides which have greater than 95% success rate of killing EAB are now available making it possible to cost effectively treat individual ash trees. Due to the costs and time constraints of treating individual trees, the EAB Management Plan will only include ash trees on publicly owned lands. Homeowners are advised to treat their ash trees if they hope to save them.

Staff members have worked throughout this quarter to update ash tree inventories in preparation for bidding out the work to treat those trees that are likely to benefit from treatment. Master Gardeners have been trained and their help enlisted to speed the Inventory update.

- **Educational Programs:**
The Gypsy Moth Suppression Program hosted a National Public Lands Day Emerald Ash Borer (EAB) Educational Update on Thursday, September 23rd from 6:00 p.m. to 8:00 p.m. at the Bay County Fairgrounds Canteen, 800 Livingston Street, Bay City, Michigan. Many in attendance were Master Gardeners who were educated on how to identify ash trees and the signs and symptoms of EAB, and how to conduct the Tree Inventory. Bay 3-TV was on hand to record the program and has included the resulting film in their fall program line-up.

Staff members also conducted educational programs and tours at Shoreline District Cub Scout Day Camp and several Nature Conservancy properties. The Pinconning Park Educational Program was also conducted on Saturdays throughout July and August with 150 youth and 109 adults taking part.

- **Gypsy Moth:**
Staff inspected properties throughout the county where home owners called to complain about gypsy moth caterpillars. They also monitored the population using 27 pheromone lure baited traps set on a six mile grid throughout the county. Traps were checked once a week and catch results show that overall gypsy moth population are stable from 2009.

Mosquito Control (T. Putt & Staff)

- After the previous summer season that was chalked up as one of the coldest on record, 2010 rebounded as one of the hottest! The summer began as warm and wet, but ended on a definite dry note for both August and September. It was not surprising that our technicians found larvae primarily in ornamental ponds and tires for the last few treatment weeks. Ditches and fields were extremely dry.
- Temperatures for the last week of September topped out in the mid-60's with lows in the mid-40's, which was typical for that time of year, so this is when treatment activities were wrapped up for the season. Since early September few citizen complaint calls (1-2 per week) had been received and few mosquitoes captured in traps. Six CDC traps were hung for the last time on September 22nd with a total of 89 females captured. The highest number in any one trap was 40.
- The last official day of the season was spent hosting the second annual scrap tire drive on October 2 when we rid the county of thousands of breeding habitats.
- Disease surveillance efforts continued through September. Four hundred eighty pools (or groups of mosquitoes) were assembled with 3,800 *Coquillettidia perturbans*, 4,251 female *Culex* mosquitoes, and 3 *Aedes japonicus*. These were mosquitoes that were collected in either CDC traps, New Jersey light traps, or gravid traps. No disease activity was detected in Bay County for the 2010 season, which is a first over the past few years. Only four crows or blue jays were tested this year and all were negative.
- The exotic mosquito species, *Aedes japonicus*, which was first confirmed in Bay County in 2005, and was collected during five previous seasons (2005-2009), was found again this season in low numbers (18 females collected in light traps from June-September). Most of the larval samples came from tires, ornamental ponds, and other artificial container habitats.
- Much time was devoted in 2010 to NPDES by attending stakeholder meetings and pouring over the specifics of the draft permit. We hope that the final draft will have at least some of the changes we've asked for and that compliance with the permit will not be too cumbersome.

Transportation Planning Division (D. Engelhardt)

- Completed Base Year Data for the Travel Demand Model
- Developed and completed the FY 2011-14 Transportation Improvement Program
 - Hosted a Public Open House for the 2011-14 TIP
- Hosted the MDOT's "Training Wheels" on road bike facility course at the Bay County Community Center

- Developed and completed the FY 2011 Unified Work Program
- Continued modifications and amendments to the FY 2008-11 TIP, TIP maps and eTIP file as required
- Attended regular meetings for:
 - Riverwalk/Railtrail
 - BCATS Tech and Policy Committees
 - MTPA monthly meetings in Lansing
- Continued work on the BCATS Non-Motorized Transportation Plan
- Collected PASER Data for the Asset Management Council
- Attended the Bay Region Non-Motorized Summit in Flint

EQUALIZATION

No Report Submitted.

FINANCE DEPARTMENT

Accounting

- Single audit

Distribution of CAFR

Assist BCSD with grant applications -

- Road Patrol
- Enforcement - OSHP
- Youth Alcohol - OSHP
- Cops

Progressed on Munis asset module

Budget

- Preparation of the 2011 Executive Recommended Budget was the primary focus of the budget department in the third quarter of 2010. During the month of July all county departments submitted their 2011 budget requests; such requests were submitted online by the requesting departments. The 2011 Budget Hearings were not conducted this year. All departments were asked to cut two percent out of their budget (less any grant money) and submit electronically any budget enhancements and/or concerns in the budget notes. Then the process of examining each written request in an attempt to balance revenues to expenditures began, with the Finance Department and County Executive working together to reach this goal. On October 1, 2010, the recommended budget was printed and submitted to the Board of Commissioners, for their review and amendments, in accordance with PA 621.

- In addition, preparations began to close the accounting cycle for grants ending fiscal year September 30, 2010.
- MUNIS (budget) training and issue resolutions were also a focus of the Budget Department during the third quarter.

HEALTH DEPARTMENT

Administration

- The Health Department is continuing work on its Strategic Plan. Third Quarter was spent on the implementation of the Health Department's new financial and program management software. Staff are adapting well to the new software. As a result of the software implementation, clinic flow for Laboratory, Family Planning and Health Screening has been reconfigured to improve customer service and streamline billing. Quality Improvement and Assurance training sessions are being planned for fourth quarter and two workgroups are being formed to address Employee Recognition and Involvement, as well as Employee Engagement.
- An Employee Appreciation BBQ was held at the Health Department in July. Thank you to Commissioner Pat Beson for cooking and for providing the grill, hotdogs, burgers and pop.
- The Michigan Department of Community Health (MDCH) implemented the Electronic Grants Administration and Management System (E-GrAMS). This system allows local health departments to submit grant applications, budgets and financial reports electronically. Staff at the Health Department and in the Finance Department received training on the E-GrAMS system during the quarter and the system is being utilized for the FY 2010-11 CPBC Agreement.
- The Health Department and Division on Aging (DOA) continue to work with Bay-3TV to implement the yearly programming calendar. All Health Department Divisions/Programs and the Division on Aging Programs are presenting items for broadcast on Bay 3-TV. During the third quarter, the following Health Department segments were presented:

July:

- Children Special Health Care Services (CSHCS) Overview
- Women, Infants and Children (WIC) Program Overview (also streamed on Bay County's main webpage)

August:

- Health Screening Program presents the video: "Educate Yourself / Protect Yourself"
- Communicable Disease (CD) Program presents the video: "Why Can't We Do It In Our Sleeves"

September:

- CD Program presents the video: "It's In Your Hands"
- Maternal, Child and Infant Health Program (MIHP) presents the video: "Infant Safe Sleep"
- CD Program presents the video: "Lice Prevention Tips"
- Sexually Transmitted Disease Prevention and Treatment (STD) Program presents the

- video: "Reality Matters: Sex & STDs"
- Repeat of CSHCS Program Overview

Meetings/Trainings attended by Health Director:

- Board of Commissioner and various Board Committee Meetings
- Monthly Health Department Staff Meetings
- Bi-Monthly Health Department Management Team Meetings
- Monthly Department Head Meetings
- Monthly Michigan Association of Local Public Health (MALPH) Board meetings in Lansing, and participated in MALPH's State/Local Preparedness Workgroup and the Accreditation Quality Improvement Process (AQIP) Workgroup.
- Monthly Human Services Collaborative Council (HSCC) Board and Steering Committee Meetings
- Quarterly Bay Health Plan Board Meeting
- SVSU Health & Human Services Building Dedication and VIP Luncheon
- Healthcare Reform and its Impact on Public Health Nursing Presentation

Children's Special Health Care Services (CSHCS)

- Marilyn Laurus, RN, Judy McGee and Mary Jo Braman, RN, participated in monthly CSHCS teleconferences.
- Mary Jo Braman, RN, and Kathy Janer, RN, participated in an MDCH teleconference for "Youth and Transitioning into Adulthood".
- Mary Jo Braman, RN, attended a conference entitled, "Disability is Natural", sponsored by Bay Arenac Behavioral Health
- This quarter, 3 Level One Nursing Plans of Care were written, 4 Care Coordination Level Two services were provided and 6 Case Management services were provided.

Communicable Disease (CD) Division

- CD Clinicians investigated 57 animal bite reports, of which 2 cases of animal rabies in bats was found. The following communicable diseases were confirmed and investigated: 1 case of Listeriosis, 1 case of Histoplasmosis, 1 case of Kawasaki, 1 case of Salmonellosis, 1 case of Aseptic Meningitis, 1 case of invasive Streptococcus Pneumonia, 3 cases of Varicella (chicken pox), and 13 cases of Pertussis (whooping cough). Three other cases of Pertussis were investigated, but found to not be cases.
- Susan Guc, RN, attended the East Central Infection Control Meeting, held at St. Mary's Hospital
- Susan Guc, RN, Cathy Sujkowski, RN, Mary Jo Braman, RN, and Marilyn Laurus, RN, attended a Tuberculosis Recertification at Huron Medical Center
- Susan Guc, RN, and Cindy Ashley, RN, attended a Tuberculosis Intensive Workshop held in Lansing.

Division On Aging

- The grant for the new fiscal year beginning October 1, 2010, has been finalized.
- Plans were completed for the Fall Flu Clinic and flyers have been distributed for that program.
- Additional funds under the American Recovery and Reinvestment Act of 2009 (ARRA)

were awarded, and all budget adjustments/activities were completed related to that grant award. Carryover funds were awarded and all budget revisions were completed for those awards.

- Staff have been updating the Caregiver Resource Guide; and that work continues, with the project to be completed in the next several months.
- A special program to celebrate El Diez y Seis de Septiembre was held September 16 at Rainbow Center at the Canteen, with 48 persons in attendance.
- A Country Fireside BBQ was held at Bay City State Recreation Area on September 22, and 99 persons attended.
- Division on Aging sponsored an ice cream social at the Bay County Fairgrounds on August 12, with about 40 persons attending.
- A Garden Tour and Picnic was held on July 9, with about 61 persons attending.
- Division on Aging issued warnings about possible fraud with the rebate checks processed by Medicare Part D. Unscrupulous persons were contacting seniors and trying to gather personal information as a prerequisite to getting the rebate check.
- A two-pack shelf staple package (emergency meals) was distributed to all Congregate and Home Delivered Meals customers.
- The Picnic in the Park Concert Series continued July 14 (64 attending) and August 4 (44 attending). The program was in cooperation with Bay Arts Council.
- There were 48 individuals in attendance at a workshop that included lunch and a tai chi demonstration.

Emergency Preparedness (EP)

Meetings/trainings attended by Division Manager over the quarter:

- Region 3 HPN Advisory Committee Meetings
- Region 3 HPN Planning Board Meetings
- Region 3 EPC Meetings
- MDCH OPHP Monthly EPC Conference Calls
- In addition to monthly Health Department staff meetings, monthly 800 MHz radio drills for MDCH OPHP, Region 3 HPN, & 3rd District Emergency Management, and monthly 3rd District Emergency Management E-Team Drills, staff participated in the following activities:

July

- Immunization Coalition Meeting (Melissa & Dominic)
- Met with Tri-County EPC's (Melissa)
- Region 3 HSPB Citizen Preparedness & Participation Sub-Committee Meeting (Melissa)
- Bay County Special LPT Meeting (Melissa)
- Submitted FY2011 Workplan Documents and H1N1 After Action Report to MDCH OPHP
- Completed Call-Down and Staff Assembly Drill

August

- Completed After Hours Call-Down Drill
-
- Emergency Preparedness/Health Educators Meeting
- Region 3 HPN MEMS Subcommittee Workgroup Meeting (Melissa)
- Submitted Final Report for PHEP Biosurveillance Pilot Project (Melissa)
-
- Premiere Public Health Conference wellness activity planning conference call (Dominic & Rachelle)
- Education & Outreach at Community Carnival & Health Fair at Bay County PSA (Dominic & Rachelle)

September

- Worked with Chris Izvorski to finalize reimbursement paperwork for Hazard Mitigation Grant (Melissa)
- Met with Government Verizon representative to discuss options for connectivity for field staff (Melissa)
- Tri-County EPC Meeting (Melissa)
- GLC-SOPHE Conference Planning Teleconference (Melissa)

Acronyms:

ARC = American Red Cross	ARRA = American Recovery & Reinvestment Act
BRMC = Bay Regional Medical Center	CDC = Centers for Disease Control and Prevention
EAP = Emergency Action Plan	EMC = Emergency Management Coordinator
EOC = Emergency Operations Center	EPC = Emergency Preparedness Coordinator
GIS = Geographic Information Systems	GLC-SOPHE = Great Lakes Chapter Society of Public Health Educators
HPN = Healthcare Preparedness Network	HSEEP = Homeland Security Exercise and Evaluation Program
HSPB = Homeland Security Planning Board	HST = Homeland Security Team Meeting
ICS = Incident Command System	ISD = Intermediate School District
JIC = Joint Information Center	LEPC = Local Emergency Planning Team
LPT = Local Planning Team	MEMS = Modular Emergency Medical System
MIHAN = Michigan Health Alert Network	NEHC = Neighborhood Emergency Help Center
PHEP = Public Health Emergency Preparedness	SNS = Strategic National Stockpile
SOP = Standard Operating Procedure	
MDCH OPHP = Michigan Dept. of Community Health Office of Public Health Preparedness	
MSP EMHSD = Michigan State Police Emergency Management & Homeland Security Division	
REMS = Readiness and Emergency Management for Schools	
T&EPW = Training & Exercise Planning Workshop	

Enviromental Health

FOOD SERVICE		SEPTIC, WELL, AND MISC.	
Fixed Food Est. Inspections	174	Parcels Evaluated	75
Mobile, Vending, & STFU Inspections	12	On-Site Sewage Disposal & Tank Permits Issued	12
Temp. Food Est. Inspections	81	Alternative/Engineered Sewage Systems Approved	2
Follow Up Inspections	16	Failed System Evaluations Conducted	2
Plans Received for Review	3	Sewage Complaints Investigated	2
Plans Approved	0	Well Permits Issued	29
Consumer Complaints Investigated	10	Abandoned Wells Plugged	25

Food borne Illness Complaints Investigated	0	DHS Related Inspections Completed (Day Cares, AFC Homes, Etc.)	5
Pool Inspections (2010)	33	Cremation Permits Processed	64
Follow-up Pool Inspections (2010)	2	Body Art Facility Inspections (2010)	6
Campground Inspections (2010) 1 Temporary / 7 Fixed	8		

- Environmental Health Division began to implement the conversion of EnviroIntel, a new database designed to consolidate well, septic, food, housing and complaint records. Implementation of this database is part of a comprehensive project to consolidate and classify septic records in the Kawkawlin River watershed.

Family Planning

Number of Unduplicated Persons Receiving Services in Family Planning Clinic	Number of Encounters in Family Planning Clinic
499	600

Health Education and Wellness

July

Health Educator Specific Activities-Dominic:

- Bay County Web Team Meeting
- Employee Wellness Steering Team Meeting
- Attended MUNIS Budget Training

Health Educator Specific Activities-Rachelle:

- ARRA Tobacco Grant Compliance Check Training
- Employee Wellness Steering Team Meeting
- BCHD Environmental Health Division Meeting
- Education & Outreach at Auburn Cornfest

August

Health Educator Specific Activities-Dominic:

- Partnership Alliance w/Bay County Public School Academy (PSA)
- Attended American Cancer Society Making Strides Breakfast

Health Educator Specific Activities-Rachelle:

- Tobacco Prevention Coalition Meeting
- Education & Outreach & Tobacco Surveys at Bay County Fair
- ARRA Tobacco presentation for Bay City Noon Optimist Club
- ARRA Tobacco prevention presentation for YMCA youth day camp

September

Health Educator Specific Activities-Dominic & Rachelle:

- ARRA Tobacco Contractors Workplan Orientation Training
- BAISD REMS Grant Meeting
- Premiere Public Health Conference wellness activity planning conference call

- Review of Michigan's 2009 H1N1 Vaccination Program Conference Call
- Pinconning Back to School Health Round-Up
- Attended Basic Records Management Workshop (Dominic)
- Attended BCHD EH Staff Meeting (Rachelle)

Eat Safe Fish & Game Consumption Program

<u>Event</u>	<u>Number of Contacts</u>	<u>Description</u>
Pig Gig	213 families	Exhibit & brochure distribution
Waterfowl Festival	143 families	Fishing game, brochure distribution & exhibit
Bay County Fair	150 people	Exhibit & brochures
Auburn CornFest	92 families	Exhibit, fishing game and brochure distribution
Telamon Migrant program	100 families	Brochures distributed to families in migrant camps
Our Lady of Guadalupe Church	100 families	Brochures for congregation and church bulletin message
Food Distribution boxes through Mid-Michigan Community Action Agency	700 families	Safe fish advisory brochures inserted in food boxes
YMCA Summer program	24	Conducted deadly links game to teach youth about eating safe fish
Great Start Parent & Family Safety Day - Auburn	129 Children with 57 families	Exhibit, fishing game and brochure distribution
Bay Regional Medical Center	17 Children, 5 adults	Conducted deadly links game to teach youth about eating safe fish
Pinconning Health Roundup, Boys & Girls Club	197	Exhibit, fishing game and brochure distribution
Public School Academy fun fair 200 people	203	Exhibit, fishing game and brochure distribution
Breast Feeding Initiative	5	Presentations about safe fish for mothers to be

Employee Health & Wellness

Program Planning

- **Steering Team meeting:** Employees met to create a way to help employees initiate healthy lifestyle activities. They developed an activity called, 'Get Caught Being Fit'. Over the quarter, Steering Team members have identified people who are taking the stairs, going for walks on their break and/or parking away from their work site. Those who are 'caught' receive a pedometer and are recognized in broadcast e-mails. In addition, the steering team requested monthly talking points to share with fellow employees. These have been placed on a template and provided for the past two months.
- **Plans for Health Screening and Assessment:** The Wellness Coordinator is working with

Bay Regional Medical Center to schedule health screenings. These will take place in October at the County Building, Courts and Health Department. The ultimate goal is for employees to fill out an online Health Assessment through Blue Cross/Blue Shield or through Michigan Steps Up. A \$25 rebate will be provided to employees who certify they have completed the assessment. This assessment provides employees with a wellness score they should use as a baseline to create a healthy lifestyle.

Wellness Program Promotion

- Bulletin Board: The Michigan Adventure Challenge was promoted with a display in the County Building ground floor lobby.
- Farmers Market: A one dollar off token was provided to employees who purchased fresh fruits and vegetables at the downtown farmers market. Approximately 20 employees participated.
- Weekly Updates & Information: Employees have received weekly updates this quarter on the Michigan Adventure Activity Challenge. Timely health information accompanies each update. This amounts to a total of 14 wellness messages e-mailed to each employee in the county.
- Get Caught Being Fit: Fifteen employees were recognized for being fit when they were caught by steering team members in a healthy act. Each employee received a pedometer.

Wellness Program Activities

- Michigan Adventure Activity Challenge: The 15-week physical activity challenge will conclude in October. A total of 24 people have tracked their activity electronically. They have accumulated a total of 678 hours and 45 minutes of physical activity over this time. An additional 11 people have tracked by paper.
- Weight Watchers at Work: A new program began September 28, with 17 people registered. We have four employees who have reached their goal weight through previous At Work Weight Watchers programs.
- Ergonomics Evaluations for the Health Department: Three workstations were assessed for ergonomic function by the risk management company for the county. The evaluations were provided without incurring an expense. Work stations were adjusted to prevent shoulder and wrists strains for employees.
- Information Station postings: Smoking cessation, stroke screening and other wellness information were posted at the Information Stations in each county facility.

Health Screening Clinic (HIV/STD)

STD/HIV Clinic Staff investigated 55 cases of Chlamydia, 8 cases of Gonorrhea, and 6 cases of chronic Hepatitis C. Four additional cases of chronic Hepatitis C were investigated as probable cases and 4 were investigated but found to not be cases. Three other cases of Chlamydia, and chronic Hepatitis B were investigated, but found to not be cases.

Clients tested for STDs: 90

Total Clients tested for HIV: 60

Hearing and Vision Programs

Hearing Program:	Screened	Passed	Referred	Eval by Physician
Preschool aged screened:	261	232	9	0
School aged screened:				
Special Education screened:				
Total Screened:	261	232	9	0

Vision Program:	Screened	Passed	Referred	Eval by Physician
Preschool aged screened:	236	205	11	5
School aged screened:	842	723	60	4
Total Screened:	1078	928	71	9

Immunization Clinic

<u>Vaccine Type</u>	<u>Vaccine Administered</u>
TB Test	30
Hep. A Adult	8
Hep A. Peds	152
Hep A./Hep B.	33
Hib	93
HPV	53
Flu	0
PCV 13	172
Rotavirus	60
Dtap	43
Dtap/IPV	46
MMR	87
IPV	27
Td	0
Tdap	142
Varicella	167
Dtap/Heb.B/IPV	69
Pneumonia	0

Meningococcal MCV4	126
Zooster	40
Hep. B Peds.	6
Hep. B. Adult	10
<u>TOTAL</u>	1364

- Health Department nurses attended a Tuberculosis (TB) training refresher course.
- The Immunization Division continues to meet new demands as more local physicians opt out of the Vaccine for Children (VFC) program.

American Recovery and Reinvestment Act (ARRA) funding continues to allow Bay County residents with free/reduced cost immunizations they could not access because of cost or lack of insurance coverage. The following targeted clinics were provided at the Health Department:

- July 17, 2010: ARRA Immunization Clinic for adolescents 11-18 years of age.
- Aug 21, 2010: ARRA Immunization Clinic for children and adolescents 5-18 years of age.
- Sept. 16, 2010: ARRA Immunization Clinic conducted as part of School Health Round-Up, held at the Pinconning Boys & Girls Club.

This special clinic included sports physicals, lead and hemoglobin screening, dental examinations and cleaning for children and adolescents 3-18 years of age, and was provided by Dr. Kirk Herrick, BCHD Medical Director, Michigan State University physician residents, Health Department nursing, health education and clerical staff.

- Sept. 24, 2010: ARRA Immunization Clinic for children and adolescents 5-18 years of age.

Laboratory

Number of Clients		Number of Tests	
July	375	July	404
August	406	August	406
September	196	September	196

- Note: Numbers for the Laboratory reflect changes as made in implementation of the Health Department's new clinical software program. Services provided by the lab, may now be counted under other health department division reports.

Maternal and Child Health Services

The Maternal Child Services Manager attended the following:

- July 29: "Improving Our Response to the Next Public Health Hazard", held in Okemos, MI.
- Aug 20: Great Start Collaborative Steering Committee Meeting, held at Bay-Arenac ISD.
- Aug 23: Bay County Early Childhood Service Providers Meeting.
- Sept 15: Subcommittee meeting of the Bay Arenac Great Start Collaborative.
- Sept 17: MIHP Coordinators Meeting held in Gaylord, MI.

Maternal Infant Health Program (MIHP)

- This quarter, MIHP received 155 new referrals. Of these referrals, 22 infant and 21 maternal clients were enrolled in the program, in addition to the clients currently enrolled in MIHP. The number of maternal risk identifiers completed this quarter was 21.

The MIHP staff attended the following:

- July 8: Child Death Review Team Meeting, held at the Bay County Health Department. Attended by Jennifer Don, MSW.
- Sept 21: Jennifer Don, Kathy Janer, Brenda Holmes and Mary Jo Braman attended "Perinatal Mood Disorders: Current Treatment Methods and Screening Recommendations", presented by Dr. Ron Rosenburg, OB/GYN and Psychiatrist, sponsored by Bay Regional Medical Center, Bay Arenac Behavioral Health and the Bay Arenac Great Start Collaborative.

Women Infant and Children

Bay County Health Department and Pinconning Clinic

	Certification	Education	Infant Evaluation	Nutrition Care - Reg. Dietitian	Other	Priority Certification	Project FRESH	Recertification	<u>TOTAL</u>
July	51	259	55	32	89	104	0	328	918
August	65	154	75	44	127	111	1	349	926
September	43	113	54	29	135	122	0	316	812

Lead Tests Billed

July	47
August	48
September	41

HOUSING

- Snow and ice guards were installed on the metal roof of the building, along with repair of the flashing where necessary.
- Walk-in showers were completed in six more apartments to replace old tubs or where it was deemed a physical necessity to install showers. The total number we have installed so far is 23 and more will be installed on an as-needed basis.
- Work was completed on re-sealing some of the front windows and re-caulking the whole window area. Water testing showed the job was well done.
- New entry doors were installed in August. At the same time the fob entry system was also changed.
- The director attended a conference in Sept. that addressed two issues - the influx of bedbugs in public housing and the initiation of a non-smoking policy. HUD is strongly recommending that all public housing be non-smoking.
- The director agreed to be part of a Senior Task Force sub-committee dealing with senior abuse, neglect and/or exploitation.

JUVENILE HOME AND CHILD CARE SERVICES

Community Corrections

- Currently Community Corrections is looking at revamping the EMS program to increasing its impact on jail overcrowding. We have found at this time offenders are unable to pay a daily fee of \$10.00 per day. The P & J Committee approved proposed fee changes to an installation fee, (\$50.00) and supervision fee, (\$50.00). The program has taken in \$300.00 thus far.
- At this time the Coordinator is working closely with the Non-Residential Treatment Centers to ensure offenders are receiving the proper services. The Coordinator is also researching other Treatment Centers ensure offenders are getting the best in Cognitive Change or Thinking Matters therapy. There have been two groups started in the jail. Such therapy has been proven to decrease recidivism.
- Jail overcrowding and jail utilization is always an ongoing issue. The jail has not had to declare overcrowding this Quarter. Programs like Pre-Trial Services, Cognitive Change and Residential Treatment are serving as an alternative to incarceration. With these programs and stakeholders working together jail overcrowding has not been an issue

this quarter.

- The Coordinator oversees the Sheriff Work Crew. Crew member(s) work with staff from Buildings and Grounds to clean the county lots and repair roofs, walls and even build offices. During the summer months the crews helped at the Pig Gig, concerts and River of Time.
- The Coordinator has been attending MPRI meetings and has been asked to sit on the MPRI Tri-County Steering Committee. Other meetings attended: Tri Cap Board meetings, CCAB, OCC State Board meeting, Circuit Court Probation Staff Meetings and various Bay County Meetings.
- Program numbers: There will be no report of program numbers this quarter. The data system the staff uses has been converted to a web based program. The OCC funds the new program. At this time files are still being converted and reports are not able to be run.
- This will be this Community Corrections Coordinator's last report. I have enjoyed working for Bay County for the last five years, but I have taken a new job. No report submitted.

MSU EXTENSION

Children, Youth, and Family Programs: Family Consumer Sciences, Family Nutrition Program, and Breast Feeding Initiative

- There were a total of 59 client/family visits provided at the Department of Human Services and at participant's homes delivering parenting information. Extension Educator Ann Arnold chaired the Service Provider's meeting in August 2010, with 12 providers attending from the different agencies that service children 0-6 years of age. The speaker that presented was Andrea Sneller, from the Disability Network of Mid-Michigan, relaying the services offered to the community.
- Again this year, MSUE worked with the Bay City Housing Commission and Division on Aging to educate and distribute Senior Project FRESH coupons to seniors, along with working with the Bay County WIC Department for the 2010 Project FRESH program. Along with nutritional information of recipes and food preservation, a total of 120 Project FRESH \$20 coupon books were distributed to the WIC clients and 258 coupon books were distributed to the seniors. Also, a nutritional presentation was done at the 4-H Cloverbud Camp for 22 children.
- We are proud to have Nola Leinaar join our staff as the new breastfeeding initiative program instructor. She has attended MSU and Breastfeeding is Basic trainings in September and will begin instructing breastfeeding moms in the beginning of October.

Children, Youth, and Family Programs: 4-H Youth Programs

- In June the Bay County 4-H Livestock Association held an educational workshop to prepare youth for the Bay County Fair and Youth Exposition. Utilizing the Ohio State University Learning Lab kits, livestock superintendents and teen leaders taught sessions on beef, sheep, poultry, and rabbits. The sessions focused on health and nutrition and showing and fitting. There were approximately 30 youth in attendance.

- Livestock Association also completed several barn improvements to prepare for the Bay County Fair and Youth Exposition. For the six weeks leading up to fair, youth, parents, leaders, and superintendents met at the livestock barn to work on hanging new lights for the large animal end of the barn, install lattice in the entire barn for youth to hang their ribbons, and paint the center isle of the barn. The Barnyard Grazers 4-H club put special touches on the center of the isle by making home-made stencils and painting picture of the animals with the corresponding sound they make by their pens.
- Thanks to the Bay County Buildings and Grounds Department the Equifoam flooring project in the horse barn on the Bay County Fairgrounds is now complete! The last stage in a two-year project allowed the entire floor in the barn to be replaced with Equifoam, a stall mat. The left-over Equifoam flooring is being sold with the proceeds to benefit the Bay County 4-H Horse Advisory Council.
- The Bay County 4-H Advisory Council successfully completed a new partnership with the Linwood Pickle Festival to manage their food booth during the festival festivities. This partnership brought over \$700 into the Bay County 4-H Youth Program. The funds will help fund scholarships for youth and leaders to participate in county and state-wide events, as well as other local activities. The Bay County 4-H Advisory Council has several fall and winter programs scheduled. They will also be holding a Soup Supper fundraiser on Saturday, November 6, 2010, at the Crump Fox Club. November 13, 2010, at the Canteen Building will be their holiday bazaar. And don't miss out on January 22, 2011 - the Bay County 4-H Winter Workshop.
- Bay County 4-H held our annual 4-H Cloverbud Camp, for youth ages 5-8, in June. This year's day camp was full, with 23 youth participating. The theme of this year's camp was "Fun in the Sun." Youth worked on several crafts and made snacks surrounding the theme. We also conducted field trips to several downtown Bay City businesses including: the Delta College Planetarium, Painterly Pottery/ Ward Photography Studio, G's Pizzeria, St. Laurent Brother's, and the Jack and Alice Wirt Library. 4-H partnered with other youth-serving organizations for presentations: MSU Extension SNAP-ed staff, the Bay Area Women's Shelter, Environmental Affairs- Gypsy Moth Suppression, and the Bay City Police Department. We are very thankful for the Bay County 4-H leaders and teen counselors that helped to make Cloverbud Camp a great success.
- Bay County 4-H staff just completed a summer programming series at the Bay County Juvenile Home using the Why Try curriculum. The six-session series focused on five visual analogies: "the reality ride," "defense mechanisms," "tearing off your label," "lifting the weight," and "you can see over the wall." These analogies teach social and emotional principles to youth in a way they can understand and remember. Each of the analogies teach a discrete principle, such as resisting peer-pressure, obeying laws and rules, and that decisions have consequences. Youth engaged in a variety of learning styles including visual, auditory (music), and body-kinesthetic (physical).
- There are several projects and upcoming activities for the Bay County 4-H program is working on this quarter. The Bay County 4-H Advisory Council will be holding their Annual Soup Supper on November 6, 2010. All associations and groups will also be planning for fundraisers and service-learning events for the fall. The Tractor Supply and 4-H Partnership to raise funds will be taking place November 5-14, 2010, at the Bay City store. Stop by the Bay City TSC store to purchase a paper clover for just \$1.

PERSONNEL & EMPLOYEE RELATIONS

- Screened and hired summer personnel and laid them off at the end of the summer
- Participated in implementation of the HR / Payroll roll-out of Munis software.
- Successfully negotiated eight collective bargaining agreements and continued negotiations with five others. Attorney fee savings of \$106 K over last negotiations.
- Prepared and won arbitration discharge case.
- Participated in two mediations.
- Initiated Dependent Audit for health care
- Initiated a program to save the County and employees money on generic drugs.
- Other activities
- Achieved Certified Public Manager Status (CPM) (State of MI)
- Conducted strategic planning sessions for health department, Buildings and Grounds and United Way
- Elected Chair of Valley Society of Human Resource Professionals.

PUBLIC DEFENDER

No Report Submitted.

BAY COUNTY 9-1-1

- Congratulations to Denise Williams. She has successfully completed her training and is now able to work alone. Denise is now assigned to a regular work team and will continue to learn additional skills during her probation period and beyond. She will continue to receive training as all dispatchers do with the assistance of state training funds. Denise has already completed training in the areas of Stress Management, 9-1-1 Ethics and Liability and Emergency Medical Dispatching.
- Four people from Bay County Central Dispatch just returned from the 3-day group and individual crisis training conducted by Michigan Crisis Response Association. They are now available as peer members of a stress incident response. The team through Bay Med Mental Health is defunct, so we are offering our services to the Midland, Gladwin, Saginaw and Tuscola teams listed in MCRA's website. Our team members include Chancellor Smith - 14 yrs seniority, Day-shift Assistant Supervisor. Ryan Gale - 4 yrs seniority, Night-shift Supervisor, Firefighter, and Military Reservist. Brent Rubis - less than one year dispatch experience, currently working night shift, Firefighter. Sally McCaffrey - 21 yrs seniority, Assistant Director, day shift.

- We had our tower kickoff meeting on September 9th. Motorola conducted a site walk of the Bay County Building tower site with their Site Development team and Bay County staff prior to the Detailed Design Review meeting that afternoon. Through the Public Safety Interoperable Communications (PSIC) grant, Bay County Central Dispatch was awarded the Region 3; 1.2 million dollar competitive grant. The actual grant funded amount is \$960,000 to install a forty-five foot 800 Megahertz (MHz) tower on top of the Bay County Building. The local 20% match or \$240,000 budgeted amount will be funded by way of the Bay County Central Dispatch 9-1-1 millage fund. The Motorola project, when completed will be first of its kind in Bay County and will improve interoperability and grant access to the Michigan's Public Safety Communications System. The project includes an approximate \$500,000 in state credits that will be used to offset annual subscriber or user fees, usually \$100 for each radio.
- Through PSIC base grants and various other Homeland Security grants, Bay County has obtained an additional 3/4 of a million dollars in the form of 800 MHz mobile and portable radios for Police, Fire and EMS first responders. The tower will make the 800 MHz radio communications between first responders useable and dependable. The tower and microwave dish should be on the county building roof before December. All of the equipment should be configured and shipped to us by December 15, 2010. We are hopeful the tower will be operational by mid to late spring 2011.
- We will soon be adding two new sirens to our siren system. There are currently warning sirens located in Veterans Memorial Park in Bay City. Those sirens are designed to alert individuals that are outdoors in the park when an event occurs. The supervisor on duty has programmed announcements that can be activated in as little as five seconds. The two new sirens will be located at Center and Lincoln in Bay City and State Park Drive near Lauria Rd. in Bangor Township. The complete cost for those two sirens are \$39,800 and that includes a five year warranty, two-way digital status monitoring as well as the necessary options to integrate the two new sirens into our existing siren system. We like the idea of being able to warn residents in those areas when they are under a tornado warning.

Emergency Preparedness & Management Division

July

- Attended Regional Board Meeting
- Dealt with several issues related to Hazard Mitigation Planning
- Attended Solution Area Planner interview
- District III Radio Test
- Visited Consumers Energy with Bay City and Hampton Fire
- Attended Regional First Responders Resource Committee
- Attended Regional Critical Infrastructure Committee
- Attended COOP Train the Trainer Course
- Developed 2way radio SOP for County Building
- Conducted Safety Captain training (2way radios)
- Attended Regional IMT Meeting
- Chaired LEPC Meeting
- Chaired LPT Meeting
- Met with LEPC Planning Sub-committee
- Met to discuss development of Continuity of Government Planning
- Chaired Citizens Preparedness Committee

- Attended 3rd District Meeting
- Worked with local municipality on Fire Hydrant mapping project.

August

- District III Radio Test
- Met to discuss Disaster recovery - COOP Planning
- Attended Regional Homeland Security Board Meeting
- Developed TTX for JIC
- Developed TTX for Bay County IMT
- Met with local municipality regarding Fire Hydrant mapping project
- Assisted several agencies in ACJ development
- Attended Final Saginaw River TTX "spiller thriller"
- Submitted final draft Hazard Mitigation Plan to MSP-EMHSD for review
- Met with LEPC Planning Sub-committee
- Dealt with several issues related to Hazard Mitigation Planning
- Updated EOC call down list
- Updated Regional Metrics
- Conducted Regional Homeland Security Strategy Update
- Attended regional Governance Meeting
- Conducted LEPC Meeting
- Met with Planning Committee for Tall Ships TTX
- Assisted various Bay County Agencies with ACJ development

September

- Attended 3rd District Meeting
- Attended Regional Board Meeting
- Assisted several agencies in ACJ development
- Updated resource Directory
- Dealt with several issues related to Hazard Mitigation Planning
- Updated PIO EAG Annex
- District III Radio Test
- Attended Statewide IMT symposium
- Developed Draft Bay County COOP Plan
- Updated Bay County EAG for NIMS Compliance
- Developed Draft Bay County Mass Evacuation Plan
- Submitted reimbursement paperwork for Hazard Mitigation Planning to the State
- Attended regional IMT Meeting
- Chaired LEPC Meeting
- Attended Midland Security Consortium Meeting
- Conducted Bay County Facility Fire Drills
- Attended Regional Critical Infrastructure Committee
- Attended Planning meeting for upcoming Full Scale Exercise
- Attended Fire Chiefs Meeting
- Attended 911 Tech Meeting
- Met with Bay/Arenac ISD regarding School Safety Planning
- Met with West Shore to stake out and finalize new siren locations
- Submitted 2010 EMPG grant agreement
- Submitted 2011 EMPG work agreement
- Completed 2010 NIMSCAST

Acronyms:

NWS= National Weather Service
IMT= Incident Management Team
NIMS= National Incident Management System
PEM= Professional Emergency manger
CERT= Citizens Emergency response Team
DPW= Department of Public Works
EOC = Emergency Operations Center
EOP= Emergency Operations Plan
NEHC= Neighborhood Emergency Help Center
EAG= Emergency action Guidelines
MSP EMHSD = Michigan State Police Emergency Management & Homeland Security Division
MEMAC = Michigan Emergency Management Assistance Compact
ISD = Intermediate School District
LEPC = Local Emergency Planning Team
LPT = Local Planning Team
HPN = Health Preparedness Network
HSEEP = Homeland Security Exercise and Evaluation Program
EMC = Emergency Management Coordinators
FSE = Full Scale Exercise
GIS = Geographic Information Systems
EAP Emergency Action Plan
PSAC = Public Safety Answering Center
TRANSCAER = TRANSportation Community Awareness and Emergency Response
EMPG= Emergency Management Program Grant
JIC = Joint Information Center
PJF = Project Justification Forms
T&EPW = Training & Exercise Planning Workshop
HST = Homeland Security Team Meeting
ACJ = Authorized Cost Justification Form
REMS = Readiness and Emergency Management for Schools
EMNet = Emergency Management Network
ICS = Incident Command System
PSIC = Public Safety interoperability Communications
BSIR = Biannual Strategy Implementation Reports
WPS = Wireless Priority Service
GETS = Government Emergency Telecommunications System
AAR-IP = After Action Report – Improvement Plan
COOP = Continuity of Operations Planning
PIO = Public Information Officer
NIMSCAST = National Incident Management System Compliance Assistance Support Tool